

ROUTING AND TRANSMITTAL SLIP		Date
		7/31/86
TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. Registry		
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Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	
REMARKS		

Weekly Items for the DDA.

DO NOT use this form as a **RECORD** of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)	
<div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Policy and Plans Branch/PPS</p>	

5041-102

* U.S.G.P.O.: 1983-421-529/320

OPTIONAL FORM 41 (Rev. 7-76)
 Prescribed by GSA
 FPMR (41 CFR) 101-11.206

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~~C O N F I D E N T I A L~~

31 July 1986

MEMORANDUM FOR: Deputy Director for Administration

25X1 FROM:

[REDACTED]
Director of Security

SUBJECT: Office of Security Significant Activities
Week of 23 - 29 July 1986

1. This memorandum is for information only.

2. The activities of the Office of Security (OS) during the week of 23 - 29 July 1986 were highlighted by the following items:

25X1 *a. Office of Security, Legal Issues Branch joined with representatives of the Office of Public Affairs in briefing the Evaluation and Plans Staff/DO regarding unauthorized disclosures to the media. Issues discussed included types of persons who leak to the media, their motivation, and damage caused by such disclosures. [REDACTED]

25X1 *b. The Office of Security, at the request of the Office of Personnel, and in coordination with the Office of Training, arranged for a one-day seminar on Security Awareness and Safety to be presented to 40 recruiters, annuitants and staff personnel from OP. The seminar addressed the threat posed by criminal opportunists and was designed to raise the security awareness of the attendees. [REDACTED]

25X1 *c. A 16-minute video on Computer Security Awareness has been prepared by the Information Systems Security Division/OS and the OTE Media Center. The tape, which will become available to components at the end of next week, covers main frame and word processing computer security concerns. [REDACTED]

25X1
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SUBJECT: Office of Security Significant Activities
Week of 23 - 29 July 1986

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OS/P&M/PPG (31 July 86)

Distribution:

Orig - OS Reg. (Wanged to DDA 31 July)

- 1 - D/S
- 1 - EO
- 1 - C/PPS
- 1 - C/SES
- 1 - C/CMS
- 1 - DD/PS
- 1 - C/IG
- 1 - C/CISG
- 1 - C/CG
- 1 - DD/PTS
- 1 - C/TSG
- 1 - C/PSG
- 1 - C/EAG

ROUTING AND RECORD SHEET**SUBJECT:** (Optional)

WEEKLY REPORT

FROM:

[Redacted]

Chief, Polygraph Division

EXTENSION**NO.****DATE**

29 July 1986

TO: (Officer designation, room number, and building)**DATE****OFFICER'S INITIALS****COMMENTS** (Number each comment to show from whom to whom. Draw a line across column after each comment.)**RECEIVED****FORWARDED**

1. Chief/Investigations Group

30 July 86

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EDITIONS

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S E C R E T

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

PTS Items for the DDA Weekly Log
24 - 30 July 1986

FROM:

EXTENSION

NO.

Chief, Policy & Programs Branch, PSS/PTS

DATE

31 July 1986

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across columns after each comment.)

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S E C R E T

S E C R E T

31 July 1986

MEMORANDUM FOR: Chief, Policy and Plans Staff

25X1 FROM:

Chief, Policy and Programs Branch, PSS/PTS

SUBJECT: PTS Items for the DDA Weekly Log
24 - 30 July 1986

25X1 2. On 25 July, members of the Information Systems Security Division (ISSD) along with members of the Office of Communications met with representatives of Wang Laboratories to discuss security requirements for a secure Local Area Network (LAN). The Wang representatives discussed their plans for designing a trusted LAN in stages. ISSD will be participating in meetings with Wang later this month to discuss the status of other computer security projects. 25X1 25X1

25X1 4. Members of Information Systems Security Division and OTE Media Center have completed a video tape on Computer Awareness. Copies should be available by the end of next week. The tape is 16 minutes long and covers main frame and word processing computer security concerns. 25X1

25X1 S E C R E T

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C O N F I D E N T I A L

SECURITY EDUCATION STAFF WEEKLY ITEMS

23 - 29 July 1986

25X1 On 25 July SES presented the first in a series of security procedures briefings to OSO personnel working at [redacted] Building. These presentations cover basic security procedures with emphasis on security vault doors and alarms as well as working from security containers in non-vaulted areas. Sixty-nine persons were in attendance and the presentation was very well received.

During the reporting period SES continued briefing OIT Staff personnel, re-emphasizing the importance of good security practices. These presentations place special emphasis on proper handling of classified materiel and security of vaulted areas. A total of 143 people attended the two sessions given 28 July.

25X1 On 29 July twenty Summer Only employees assigned to various offices throughout the Office of Security attended a welcome and Overview [redacted] The attendees had an opportunity to learn about both the Personnel Security Directorate and the Physical & Technical Directorate, ask questions concerning their employment responsibilities as well as about the Office and to get acquainted with the other Summer Onlys assigned to OS.

25X1 Approximately forty OP recruiters, annuitants and staff personnel from OP Recruitment Operations Division attended a one-day Security Awareness and Safety Seminar presented by OTE. This seminar was coordinated with OTE Washington Operations Training Staff by SES at the request of the Office of Personnel. The purpose of this seminar for [redacted] [redacted] personnel and the briefings which have been given by security personnel [redacted] to [redacted] recruiters around the U.S. was to address the threat posed by criminal opportunists and assist in heightening the security awareness of these personnel.

25X1

[redacted]

Acting Chief, SES

C O N F I D E N T I A L

CONFIDENTIAL

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Weekly Item

FROM:

DC/SAD/CI&SG

EXTENSION

NO.

DATE

30 JUL 1966

TO: (Officer designation, room number, and building)

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WEEKLY ITEM 29 July 1986

Two representatives of Legal Issues Branch, Special Activities Division along with representatives of the Office of Public Affairs made a presentation on Unauthorized Disclosures to the Evaluation and Plans Staff of the DDO on 23 July. Additional joint presentations on this topic by OS/SAD/LIB and the Office of Public Affairs are planned for the future, under the sponsorship of OS/Security Education Staff.

CONFIDENTIAL

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

SSD Weekly Log

FROM:

DC/Security Support Division

EXTENSION

NO.

DATE

29 July 1986

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

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S E C R E T

29 July 1986

MEMORANDUM FOR: Chief, Counterintelligence and Support Group

25X1 FROM:

[REDACTED]

Deputy Chief, Security Support Division

25X1 SUBJECT:

Weekly Log

[REDACTED]

25X1

[REDACTED]

25X1 6. During this reporting period, SSD personnel have not
25X1 had any contact with individuals from Capitol Hill. [REDACTED]

[REDACTED]

S E C R E T